



## TRAUMATIC BRAIN INJURY ADVISORY COUNCIL

Date: June 4, 2008

Time: 10:00am-2:00 pm

Location: Bldg. #1, Division of Public Health

TYPE OF MEETING		Quarterly Meeting		
FACILITATOR		Marilyn Lash, Chairperson		
ATTENDEES				
NAME	PRESENT	NAME	PRESENT	
(Council Members)				GUESTS
Chip Baggett	<input type="checkbox"/>	Carol Ornitz	<input checked="" type="checkbox"/>	Diane Harrison
Spencer Clark	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Marian Hartman
Christina Craig	<input type="checkbox"/>	Grey Powell	<input checked="" type="checkbox"/>	Jessica Trembly (for Holli Hoffman)
Michele Elliott	<input type="checkbox"/>	Sharon Rhyne	<input checked="" type="checkbox"/>	Tami Guerrier
Sandra Farmer	<input checked="" type="checkbox"/>	Holly Riddle	<input type="checkbox"/>	Vicki L. Smith (PCGH)
Martin Foil	<input type="checkbox"/>	Scott Sagraves	<input type="checkbox"/>	
David Forsythe	<input checked="" type="checkbox"/>	Elsie Siebelink	<input checked="" type="checkbox"/>	
Travis Glass	<input checked="" type="checkbox"/>	Charlie Smith	<input checked="" type="checkbox"/>	
Flora Hammond	<input checked="" type="checkbox"/>	Jim Swain	<input checked="" type="checkbox"/>	
Tonia Harrison	<input checked="" type="checkbox"/>	Tom Winton	<input checked="" type="checkbox"/>	
Linda Herbert	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Holli Hoffman	<input type="checkbox"/>		<input type="checkbox"/>	
Steve Hooper	<input type="checkbox"/>		<input type="checkbox"/>	
Ana King	<input checked="" type="checkbox"/>	Staff to Council	<input type="checkbox"/>	
Marilyn Lash	<input checked="" type="checkbox"/>	Sandy Ellsworth	<input checked="" type="checkbox"/>	
Chuck Monnett	<input checked="" type="checkbox"/>	Jan White	<input checked="" type="checkbox"/>	
Liz Newlin	<input checked="" type="checkbox"/>		<input type="checkbox"/>	

### 1. Agenda topic: Welcome, Introductions

**Marilyn Lash**

<b>Discussion</b>	Ms. Lash welcomed everyone and members introduced themselves. Ms. Lash introduced the newest Council member, Charlie Smith from the Division of Veterans Affairs. She also announced the appointment of Chip Baggett who will be the new appointee from the NC Medical Society. Mr. Baggett will be on the Legislative Committee. Ms. Lash reported that she had met with Senator Kerr about filing a bill to make changes to the Statute for the Council to implement the membership revisions previously approved by the Council. He stated that changes of that nature are very difficult to make during the short session and recommended that this be submitted for the 2009 session.		
<b>Conclusions</b>	New appointments continue to be made. Ms. Lash has recruited Ms. Herbert to assist with appointments.		
<b>Action Items</b>		<b>Person(s) Responsible</b>	<b>Deadline</b>
New member packets will be given to all new members.		Jan White	6/30/08

### 2. Agenda topic: Review of Minutes

**Marilyn Lash**

<b>Discussion</b>	Minutes from the 3/12/08 meeting were reviewed. No corrections were noted. Ms. Rhyne made a motion to accept the minutes, second by Mr. Forsythe. Motion passed. Discussion ensued regarding the posting of the minutes on the Division's web site. It was decided that draft minutes would be posted on the web until final minutes are approved. At that time, final minutes will be posted. Additionally, it was decided to have an "Old Business" section for follow up on previous "Action Items" so that the public can follow progress.		
<b>Conclusions</b>	The minutes were adopted as presented.		
<b>Action Items</b>		<b>Person(s) Responsible</b>	<b>Deadline</b>

The minutes will be posted on the web.	Janice White	6/30/08
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### 3. Agenda topic: Old Business

**Marilyn Lash**

<b>Discussion</b>	<ul style="list-style-type: none"> <li>Member packets were distributed to Carol Ornitz and Linda Herbert</li> <li>Minutes from the 12/12/07 meeting were posted on the web</li> <li>The Brain Injury Association brochure as well as a letter requesting support and <i>Brain Injury Facts</i> was delivered in person to every Senator's office.</li> <li>Senator Kerr will not be able to sponsor legislation in 2009 regarding changes to statute due to his retirement; however, Council will continue to search for a sponsor.</li> <li>Executive Summary of the Position Paper was completed on 6/3/08.</li> <li>Continue to seek a sponsor for 2009 legislation regarding change of definition from TBI to ABI.</li> </ul>		
<b>Conclusions</b>			
<b>Action Items</b>	<b>Person(s) Responsible</b>	<b>Deadline</b>	

### 4. Agenda topic: DMH Lead Agency Report

**Spencer Clark  
Sandy Ellsworth  
Janice white**

<b>Discussion</b>	<ul style="list-style-type: none"> <li>Ms. Ellsworth distributed a handout to Council with an explanation of TBI allocations. She described TBI contracts, continuation allocations, individual allocations and monitoring activities.</li> <li>Mr. Clark noted that due to some failure to communicate or some misinformation within the Division, the minutes from last meeting had some incorrect fiscal information. A discussion ensued regarding monies which went to the LMEs last year which was used for LME administration as opposed to services. It was discussed that the Council must stay constantly on top of this financial information to safeguard the TBI dollars.</li> <li>Ms. Lash noted that along with Council members David Forsythe and Sharon Rhyne, a meeting was held with Leza Wainwright and Flo Stein on June 3 in which TBI allocations were discussed as well as needs for program development and improved documentation of services and funds expended by LMEs. Council members requested and Ms. Wainwright agreed to provide a report to the Council on expenditure and use of TBI funds for this current fiscal year.</li> <li>It was requested that Mr. Clark and Ms Ellsworth provide a quarterly report to the Council regarding how TBI funds are spent with information provided by the Budget Office. Ms. Lash reported that she expects the first report from the Division by next Council meeting in September.</li> <li>Mr. Clark described the present budget situation in the General Assembly which is still in process. Money is being requested for both Veterans initiatives and TBI.</li> <li>Single stream funding was discussed. This initiative has much support in the General Assembly (GA). As in the past, TBI funds will be managed at the Division level.</li> <li>Mr. Clark described the Mental Health Trust Fund (MHTF) and that this money was given to the LMEs on a per capita basis. TBI was listed as one of the thirteen areas of examples where this money could be utilized. LMEs report twice per year to the Division regarding the use of these funds.</li> <li>Ms. Lash reported that there has been a suggestion that the Council go to Speaker Hackney and request that TBI be part of the Study Bill.</li> <li>Mr. Clark addressed questions regarding LME consolidation. He reported that this is still an expectation but that nothing has yet been finalized.</li> <li>Ms. Ellsworth reported that the Developmental Therapy definition is being revised. Once completed this will go to Council member, Mr. Travis Glass, for review.</li> <li>The Needs Assessment has yet to be presented to the Division by the Center for Development and Learning. Copies will be distributed to Council members as soon as they are available.</li> <li>HRSA Grant is in its third and last year of funding. New guidance for new grant cycle should be out soon. The Division has already begun to plan for this next cycle. Ms. Lash that the State Plan must be updated for this. Ms. Rhyne noted that there were some concerns regarding the new grant requirements. Ms. Lash reported that she had written a letter to HRSA stating the Council's concerns for areas including the match requirement, lead staff requirements, and funding levels.</li> <li>Ms. Ellsworth updated the status of the TBI Waiver. John Whittle is new on the Best Practice team and has much waiver experience; he will assist with this waiver.</li> <li>A meeting was held with the Brain Injury Association, Project Star and the Citizen-Soldier Support Program at UNC to begin development of a TBI training which will occur across the</li> </ul>
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	<div>state.</div> <ul style="list-style-type: none"><li>Ms. White reported that she has been asked to be a representative on the new Falls Coalition which has recently formed. One meeting has been held and these will occur quarterly.</li></ul>		
Conclusions	The Division as lead agency has agreed to develop and implement a more efficient system of reporting regarding TBI expenditures.		
Action Items		Person(s) Responsible	Deadline
Follow up with Leza Wainwright regarding formal reporting.		Marilyn Lash	July 2008

#### 5. Agenda topic: Licensing for TBI Residential Facilities

Michiele Elliott

Discussion	Ms. Elliott was unable to attend this meeting. Ms. Lash introduced Diane Harrison of ReNu Life in Goldsboro, NC, a residential facility for individuals with TBI. Ms. Harrison gave a brief history of ReNu Life. She had met with Rep. Insko and Speaker Hackney to discuss funding and licensing issues. She reported that the facility is not eligible for Medicaid payments. Ms. Hartman reported that she had spoken with Jeff Horton, Acting Director of the Division of Health Services Regulation and discussed licensing categories. Legislative support will be needed for change. Ms. Harrison further reported that ReNu Life had looked at a Special Care license which normally covers Alzheimer's Units but is stated as "cognitive impairment".		
Conclusions	It was agreed that these licensing issues need to be addressed before more community capacity can be built.		
Action Items		Person(s) Responsible	Deadline
Continued follow-up by Legislative and Health Services Committee		Ellsworth, Farmer, Forsythe	Sept 2008

#### 6. Agenda topic: Division of Veterans Affairs

Charlie Smith

Discussion	Mr. Smith gave an overview of Veterans Affairs, explaining that it is not just a Federal program but also has a State component. He distributed a brochure about the Division of Veterans Affairs. Mr. Smith was unable to give specific numbers of NC veterans with TBI and PTSD. Council would like information from Mr. Smith regarding military so that Council may better advocate for this population. Ms. White noted that Flo Stein at the Division was interested in developing a Veterans TBI brochure. It was suggested that Dr. Catherine Tabor at the Salisbury VA be contacted to see if they have developed something.		
Conclusions	A small group will be formed to develop a Veterans Fact Sheet which can be used by Council for advocacy efforts.		
Action Items	Person(s) Responsible	Deadline	
A Veterans Fact Sheet will be developed. Dr. Tabor will be contacted regarding materials. Draft to be presented at next Council meeting.	Charlie Smith, Sandra Farmer, Jan White	Sept meeting	

#### 7. Agenda topic: TBI Position Paper Update

Sharon Rhyne

Discussion	The Division has agreed to distribute the Position Paper to the General Assembly as long as the Council provided a cover letter to go along with it. It will be high priority to get this to the Legislative Oversight Committee and all Committee Chairs.		
Conclusions	The Advisory Council Position Paper should be given to all members of the General Assembly.		
Action Items		Person(s) Responsible	Deadline
An executive summary of the paper needs to be written. Position paper will be presented to present administration and new administration after election.		Ms. Rhyne & Ms. Lash Council	Sept 2008

#### 8. Agenda topic: Strategies for Advocacy by Council

Marian Hartman  
Carol Ornitz

<b>Discussion</b>	<ul style="list-style-type: none"> <li>A Legislative overview handout was distributed to Council members. Discussion regarding different focus points if speaking as a family member vs. Brain Injury Association member vs. Advisory Council member.</li> <li>Try to attempt to reach new GA members before they take their new seat.</li> <li>Try to reach candidates where no incumbent is running.</li> <li>Position Paper will be emailed to all Advisory Council members who, in turn, should send to their Senators and Representatives.</li> <li>Each member should draft a letter asking for support of specific initiatives and then the Position Paper should be attached.</li> </ul>
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<b>Conclusions</b>	Council members need to be active in advocating for TBI in the GA.		
<b>Action Items</b>		<b>Person(s) Responsible</b>	<b>Deadline</b>
The cover letter will be composed. Position Paper will have final revisions.		Farmer (letter); Ms. Lash & Ms. Rhyme (revisions)	6/10/08

**9. Agenda topic: Committee Reports Committee Members**

<b>Discussion</b>	<b><u>Committee Reports:</u></b> <b>Legislative Committee Report: Sandra Farmer</b> Ms. Farmer reported many people were in attendance at the Legislative rally and that Tonia Harrison was on the news speaking to Representative Grier Martin. She will be attending several of the legislative breakfasts over the next few weeks. Mr. Forsythe has agreed to be co-chair of this committee. New Council member Chip Baggett from the NC Medical Society will join this committee. <b>Health Services Report: Michele Elliott</b> Mr. Forsythe reported in Ms. Elliott's absence that a provider meeting had been held at the Brain Injury Association offices, which was very helpful. <b>Prevention Committee Report: Liz Newlin</b> Ms. Newlin reported that the injury prevention survey has now had its final revisions. The email lists will now be compiled so that the survey can be disseminated.		
<b>Conclusions</b>	The Injury Prevention Survey is completed and will be distributed.		
<b>Action Items</b>		<b>Person(s) Responsible</b>	<b>Deadline</b>
Begin gathering lists for email dissemination of survey.		Prevention Committee members	Ongoing

Ms. Tonia Harrison requested to make an announcement. She, along with Betty Lilyquist, will be starting a day treatment program in the future. She will continue to keep the Council updated. She distributed a mission statement for the new program.

Ms. Herbert asked Council members to support the new brain injury awareness license plate. No plates can be made until 300 orders have been received.

Ms. Ellsworth asked Tami Guerrier of Project Star to show the resource book which had been developed for use by the LMEs utilizing the HRSA Grant money. An electronic version will be put on the web.

Ms. Lash thanked everyone for their participation. There being no further business, the meeting was adjourned.